

MINUTES – TOWN OF ALLEGANY REGULAR BOARD MEETING TUESDAY, AUGUST 11, 2015 TOWN HALL 7:00 PM

PRESENT WERE : Supervisor Hare Councilman Koebelin
 Councilman O’Dell Councilman Hitchcock
 Councilman Parker Hwy Spt. Moshier
 Attorney Tuttle Comptroller D. Piccioli
 Town Clerk M. Peck

ALSO PRESENT: D.Sue, F.DeFiore

Salute to the Flag at 7:00 pm opened the meeting.

AUDITED CLAIMS

Gen A	\$70,192.63	Hwy DA	\$ 9,456.84
Gen B	\$ 6,774.06	Hwy DB	\$34,509.07
Sp Dist	\$37,371.10		

MONTHLY REPORTS

Town Clerk	Building & Zoning
Highway Dept.	Recreation & Parks

Town Justice A. Spears – report for July 2015 – amount of check \$6021.50.

Town Justice D. Porter – report for July 2015 – amount of check \$5471.00.

#120-MOTION TO APPROVE MINUTES

Motion by Koebelin to approve the minutes from the July 14, 2015 regular board meeting as written. 2nd by Hitchcock. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye.
CARRIED.

CORRESPONDENCE

1. Town of Allegany Planning Board minutes from the June 8, 2015 meeting.
2. Association of Towns – notice of dues for 2016 (\$1,100.00).
3. NYS Ag & Markets – Municipal Shelter Inspection Report – SATISFACTORY
4. Town of Allegany Audit from NYS Comptroller’s Office

NEW BUSINESS

1. Mid – year budget status ***Supervisor Hare read the Revenue & Expense account summary .
2. Approve 90 day probationary period for Town Comptroller
3. Approve 90 day probationary period for Deputy Town Clerk
4. Agreement with Village of Allegany on River Access Enhancement monies from the County.
5. Agreement between Town & County for River Access Enhancement monies.
6. Transfers per Comptroller’s Memo dated 8/6/15.
7. Budget Preparation: set a 5-year strategic plan

Budget vs Actual highlights at mid year: Expenses

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A1315.100 and A1315.110 – Comptroller Personal Services...Running higher than expected during transition..Projecting forward to end of year...appears \$3k will be needed from Contingency Fund.

A5132.420 – Natural Gas for highway garage ... ran high YTD due to very cold winter...Expect to be OK at end of year

A.9040.800 – Workers Comps Ins... 72% of budgeted, but have paid 3 of 4 qtrs YTD...OK at end of year

Total for Fund A – At 35% overall...appear to be in good position for year as whole

B7410.400 – Library Contractual...At 100%...one time charge... in balance for the year

B9040.800 Workers Comp Ins...75% of budget, but have paid 3 of 4 qtrs YTD...OK at end of year

Total for Fund B – At 49% overall...appear to be in good position for year as whole

DA5142.400 Snow Removal Contractual...71% of budget YTD...on budget w/ 4 of 6 winter months completed despite very cold and snowy winter...in good shape for end of year

Total for Fund DA – At 45% overall...appear to be in good position for year as whole despite difficult Jan thru April road conditions

Special Water and Sewer Districts – Both look good YTD

Budget vs Actual highlights at mid year: Revenues

A2001 – Park and Rec charges...17% of budgeted thus far...Revenues down \$2k at midyear compared to last year despite increased pavilion rentals... Jim and Bob to research more with Abbie

A2190 – Sale of Cemetery Lots...20% of budgeted thus far... A lot of variability in this area... has picked up somewhat since July 1st.

A2192 – Charges for Cemetery Services...21%of budgeted thus far...A lot of variability in this area as well...Only God knows...some pick up in this area since July 1st as well

A2610 – Fines and Forfeited Bail...30% of budget thus far...Per Judge Porter...big fall off in court traffic during period of escaped prisoners, but weaker than expected during spring overall

B1120 and DB1120...Sales Tax...Running combined total slightly above budget after 2 qtrs...2nd qtr was not booked as of mid-year report.

Supervisor Hare read the foregoing Revenue and Expense summaries. The Board members were asked if they had any other areas of concern from their own review of the Budget vs Actual reports, but they had none.

#121-MOTION TO APPROVE PROBATIONARY PERIOD FOR TOWN COMPTROLLER

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Motion by Hare to approve Diana Piccioli as Town Comptroller as she has successfully fulfilled her 90 day probationary period. 2nd by O'Dell. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#122-MOTION TO APPROVE PROBATIONARY PERIOD FOR DEPUTY TOWN CLERK

Motion by Hare to approve Katie Redden as Deputy Town Clerk as she has successfully fulfilled her 90 day probationary period. 2nd by Parker. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#123-MOTION TO APPROVE AGREEMENT WITH VILLAGE OF ALLEGANY FOR KAYAK LAUNCH

Motion by Hare to approve the agreement with the Village of Allegany dated 7-20-15 to process monies (\$20,227.56) payable to the Village through the Town of Allegany from the County of Cattaraugus. 2nd by O'Dell. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#124-MOTION TO ENTER INTO AGREEMENT WITH CATTARAUGUS COUNTY (KAYAK LAUNCH)

Motion by Hare (upon Attorney Tuttle's recommendation) the Town shall be responsible for managing funds received from Cattaraugus County payable to the Village of Allegany for the kayak launch in River Park. 2nd by Koebelin. DISCUSSION: Councilman Koebelin brought up the issue of liability insurance. Who is responsible to carry insurance? Decided that since the kayak launch is on Village property, then the Village is responsible to carry the insurance. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#125-MOTION TO APPROVE TRANSFERS PER COMPTROLLER MEMO DATED 8/6/15

Motion by Hare to approve the following transfers:

\$ 1,000.00 to A.1110.120 Justice Dpty Clerk PS from A.1420.400 Attorney CE
\$15,620.00 to A.1315.100 Comptroller PS from A.1315.110 Dpty Comptroller PS
\$ 3,056.00 to A1315.100 Comptroller PS from A.1990.400 Contingent Acct
\$ 981.67 to A1989.400 Unclassified Exp from A.1410.400 Attorney CE. 2nd by O'Dell. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

OTHER BUSINESS

#126-MOTION TO ADOPT A FIVE-YEAR FINANCIAL STRATEGIC PLAN

Motion by Hare to formally adopt a policy to develop a five year strategic plan as part of the Town's yearly budget process. As such, during each budget preparation season, the Town Council, in conjunction with the appointed and elected Department Heads and the Town Comptroller will create, update and modify as necessary a five year strategic spending Plan for each Town department for major capital projects including but not limited to the Highway Department, the Town Cemeteries, the Town Water & Sewer Districts, the Parks & Recreation Department, and the Town's building structure maintenance, improvements or expansion projects. 2nd by Koebelin. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

COMMITTEE REPORTS

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- Sent acceptance letter to NYS OSC. Still need to send CAP letter to them by 9/30/15.
- Attorney Tuttle – she has received an invoice from M.Canada, surveyor for the River Park Survey. The total cost is \$1800.00 of which the Town's portion is \$900.00.
- Councilman Hitchcock – would like to have a couple contractors look at the restrooms at the River Park and the Town Hall to see about some renovations.
- Supervisor Hare and Councilman Parker had a meeting with the DEC and NY DOT about possibly using the South Nine Mile access at I-86 river crossing for a kayak launch area. Necessary approvals by DOT may take some time. Hopefully, it would come in time for us to take full advantage of grant monies from the County. We also will explore a county parcel near intersection of the West River Road and the Two Mile Road. Additional insurance coverage would be necessary for either scenario.

From the floor: nothing

#127-MOTION TO ADJOURN MEETING

Motion by Hare to adjourn meeting. 2nd by Hitchcock. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

Meeting adjourned at 8:03 pm

Respectfully submitted,

Mary M. Peck, Town Clerk
8-12-15